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ER:6-4907

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JAN 8 1955

MEMORANDUM FOR: Chief, Project Administrative Planning Staff
Chief, Management Staff

SUBJECT : March of Dimes Campaign

1. Forwarded herewith is material on the March of Dimes Campaign which will be carried on in this Agency from 14 January to 28 January 1955. Inasmuch as contributions will not be solicited on an individual basis, the material forwarded is for general publicity purposes and the "test tube" will be used for accumulating contributions in your office. Additional material, if required, can be secured from Mr. [REDACTED] Services Branch of the Employee Services Division, on extension [REDACTED]

2. The contributions received should be forwarded to him on 28 January 1955.

~~SIGNED~~
[REDACTED]
Special Assistant to the
Deputy Director (Administration)

Attachments

SA-DD/A:RBS:dle (7 Jan 55)

Distribution

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